

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT

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REGULAR

BOARD MEETING

MINUTES

July 14, 2021

200 Lundy Lane

BLAIRSDEN, CA 96103

Board of Directors

Chairperson Dave Stone

Vice Chairperson Steve Janovick

Board Director Shery Panick

Board Director Russ Bowring

Board Director Mark Shadowens

1. Call Meeting to Order

Chairperson Dave Stone called to order the Regular Board Meeting of Plumas Eureka Community Services District (“PECSD”) at 0905 hours.

2. Approval of June 16, 2021 Special Board Meeting Minutes

Motion to approve the June 16, 2021, Special Board Meeting Minutes as corrected.

Motioned: Vice Chairperson Steve Janovick

2nd: Board Director Mark Shadowens

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Mark Shadowens

Aye– Board Director Sherry Panick

Aye – Board Director Russ Bowring

3. Approval of June 28, 2021 Special Board Meeting Minutes

Motion to approve the June 28, 2021, Special Board Meeting Minutes as submitted.

Motioned: Vice Chairperson Steve Janovick

2nd: Board Director Sherry Panick

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Mark Shadowens

Aye – Board Director Sherry Panick

Abstain – Board Director Russ Bowring

4. Fire Chief's Report

a. Call Report & Training Report

Copies of the Call and Training Reports are available for viewing at Plumas Eureka Fire Department (“PEFD”) Administrative Office upon request.

PEFD Volunteers are keeping abreast of the latest precautions for the coronavirus and will continue to follow CDC and NorCal EMS guidelines and requirements.

b. Personnel

EMS Coordinator McGuire has been assisting other crews in the region with training and CPR certification.

c. Fire Apparatus & Equipment Maintenance

9122 has been prepped for deployment to large incidents.

The Department acquired a replacement command vehicle from the Federal Excess Property Program.

d. Training

6/5 - Water sourcing from Hydrants. Practiced Hydrant safety, how to tie off a Hydrant, flush a Hydrant. Long Valley and Engine 311 from the Forest Service were present.

6/26 – County wide disaster drill held in Beckwourth. 8 different Fire Departments participated. Hose lays, venting, and search for victims in a structure fire were performed.

e. Firewise Committee Actions and Activities

Outreach continues to procure a new Firewise Chairperson for the District.

f. Miscellaneous

Long Valley is proposing a yearly \$85 increase in their Fire Tax.

Burn permits have been suspended and outside burning is prohibited. The Air Quality Board determines burn days. Please call (530) 832-4528, press 5 for our region, and listen to the entire message for day designation and instructions.

- g. Plumas County Fire Chiefs Association
Nothing to Report.

5. Water System Compliance

Results from testing July 1, 2021, showed the As level at the compliance point to be 13 ppb; at Well 1B to be 8 ppb; and at Well 2 to be 18 ppb. The EPA Standard is 10 ppb. The running annual average (RAA) at the compliance point is 10 ppb, 8 ppb at Well 1B, and 15 ppb at Well 2.

The most recent results of the tests of the Quarterly samples taken on July 1, 2021, for Iron were .380 mg/l at Well 1B and .220 mg/l at Well 2; for Manganese were .0576 mg/l at Well 1B and .080 mg/l at Well 2. (The Secondary Standard for Iron is .300 mg/l. The Secondary Standard for Manganese is .05 mg/l.)

Remediation Project Development

The District will be applying for a State Revolving Fund Loan to finance the water treatment plant. A cultural and biological study is a required component and is underway.

6. CalPERS Retirement Payment

The Board was presented with the CalPERS unfunded liability statements for the 2021-2022 fiscal year. Totals were \$13, 875 and \$88 respectively.

Motion to approve lump sum payment of CalPERS unfunded liability invoices in the amount of \$13,875.00 and \$88.00.

Motioned: Board Director Mark Shadowens
2nd: Vice Chairperson Steve Janovick

All in Favor.

Aye – Chairperson Dave Stone
Aye – Board Director Mark Shadowens
Aye– Board Director Sherry Panick
Aye – Board Director Russ Bowring

7. Committee Report

- a. Administrative Services
Nothing to report
- b. Budget and Finance
A meeting will be scheduled in the near future.
- c. Personnel and Benefits
Nothing to report
- d. Water and Wastewater Services
Nothing to report.
- e. Safety and Emergency Services
Nothing to Report.

8. Resolution 2021-3: Requesting Collection of Charges on Tax Roll

The Board was presented with Resolution 2021-3 requesting the collection of delinquent charges via the Plumas County Tax Rolls

Motion to approve Resolution 2021-3 to collect delinquent charges via Plumas County Tax Rolls

Motioned: Board Director Mark Shadowens

2nd: Board Director Sherry Panick

All in Favor.

ROLL CALL VOTE

Aye – Chairperson Dave Stone

Aye – Board Director Mark Shadowens

Aye – Board Director Sherry Panick

Aye – Board Director Russ Bowring

9. General Manager’s Report

a. Finance

i. Consideration of June 2021 Financial Reports

The Board was presented with the financial reports for June 2021.

Motion to accept June 2021 Financials as submitted.

Motioned – Board Director Sherry Panick

2nd – Board Director Mark Shadowens

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Mark Shadowens

Aye– Board Director Sherry Panick
Aye – Vice Chairperson Steve Janovick
Aye – Board Director Russ Bowring

ii. FY 2019-2020 Audit

The Board was advised District staff continue to work with Auditors.

b. Administration

i. Status of Invoices and Liens

Administrative Manager Jillian Cole advised invoicing would commence in the coming days.

ii. Status of Administrative Improvements

Administrative Manager Jillian Cole advised the Board that office reorganization continues to progress. More information will be available at the next meeting once invoicing has been completed.

iii. Status of reopening CSD Office

Barring any changes to State or Local mandates or CDC recommendations the CSD office is scheduled to reopen to the public on September 1, 2021. All CDC recommendations regarding masks and vaccinations will be followed.

c. Projects, Operations & Maintenance

i. Operations and Maintenance

Water system flows for the month of June 2021 were 8,387,700 gallons at Well 1b and 3,320,900 gallons at Well 2.

Issues & Updates:

Stage 2 Conservation: Operators are surveying the district in the mornings during rounds to spot residences that are water on the wrong days or time. There have been around 60 notices sent out with compliance increasing as irrigation adjustments are made.

Well 2: Operators diagnosed and repaired an issue with the chlorinator pump at Well 2. The malfunction was causing an unpleasant yet harmless odor to the water.

Wastewater Flows for the Month of June 2021 were 364,435 gallons at WWTP 6 and 733,338 gallons at WWTP 7.

Issues & Updates:

WWTP 7: Operators are working with District Engineers to repair the issues with the lift station. A preliminary scope of the project is expected soon

Operators are continuing work on fuels reduction on District properties. Due to current conditions, PEFD will have personnel on site while operators mow large sections on Ponderosa Dr.

Hazardous trees on the south end of the Ponderosa meadow have been removed by a contractor, Amos Enterprises. These trees were a potential threat to the adjacent homes.

d. Miscellaneous

The Board will meet in closed session at a future date to further discuss the filling of the General Manager position. Operator Jamar Tate has declined the District's offer to fill the position at this time. Interim General Manager John Rowden advised recruitment would be the subject of a future special meeting.

The Board was also advised that several members of District staff remained unvaccinated against COVID-19 at this time. Per CDC guidelines, all unvaccinated persons shall remain masked when in District buildings, vehicles, and when interacting with customers.

11. Written Correspondence to the Board

Nothing to Report.

12. Public/Board Comment Period

Community members requested an explanation of the debt service portion of their water bill. Interim General Manager John Rowden advised that while the District had satisfied the SRF planning loan, it expected to incur significant debt with the construction of the water treatment plant, including up-front costs, as State Revolving Fund loan funding is issued in the form of reimbursement. Plans for the water treatment plant are available on the District's website.

13. Future Agenda Items

a. Closed Session: Personnel July 26, 2021

b. FY 19-20 Audit Report

16. Adjournment

Chairperson Dave Stone adjourned the regular Board meeting at 1049 hours.

In Attendance:

Chairperson Dave Stone

Vice Chairperson Steve Janovick

Board Director Sherry Panick

Board Director Russ Bowring

Board Director Mark Shadowens

Respectfully Submitted,

(Signature on file)

Jillian Cole
Board Clerk